

**State of Minnesota**

County \_\_\_\_\_

**Conciliation Court**

Judicial District: \_\_\_\_\_

Court File Number: \_\_\_\_\_

Case Type: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff (s)

vs.

\_\_\_\_\_  
Defendant(s)**Affidavit and Order Vacating Order  
For Judgment and Granting New Trial  
Minn. R. Gen Pract. 520 (a)**

State of Minnesota )  
 ) SS  
County of \_\_\_\_\_ )

\_\_\_\_\_, says that he/she is the plaintiff/defendant in  
the above entitled action, that the case was called on \_\_\_\_\_ for hearing  
and that he/she did not appear for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
That plaintiff/defendant believes this is a just cause or defense and plaintiff/defendant requests  
the court to vacate the conciliation order and judgment entered on \_\_\_\_\_  
and to grant a new trial pursuant to Conciliation Court Rule 520(a).

I declare under penalty of perjury that everything I have stated in this document is true and  
correct. Minn. Stat. § 358.116.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_

**State of Minnesota**

County \_\_\_\_\_

**Conciliation Court**

Judicial District: \_\_\_\_\_

Court File Number: \_\_\_\_\_

Case Type: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff,

VS.

**ORDER**\_\_\_\_\_  
Defendant.

Based upon the foregoing affidavit, and upon payment of the sum of \$\_\_\_\_\_ as

☐ absolute☐ conditional costs \_\_\_\_\_

**IT IS HEREBY ORDERED** that said judgment be vacated and a new trial granted and that all parties be notified. This order becomes effective upon the payment of costs as ordered herein. If said fees are not paid by \_\_\_\_\_(date), the original judgment stands as entered.

BY THE COURT:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Judge**Notice of Trial****Certificate of Mailing**

Costs having been paid as provided in the order dated \_\_\_\_\_ this matter is

rescheduled for trial on \_\_\_\_\_, at \_\_\_\_\_ at the  
(date) (time)\_\_\_\_\_  
(address of courthouse, city, state and zip code)

A copy of the Affidavit and Order Vacating Judgment and Granting New Trial and this Notice of

Trial was mailed to \_\_\_\_\_  
(name and address of party)and \_\_\_\_\_  
(name and address of party)

the parties on this date.

Court Administrator's Office

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Deputy